



# COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

## LABORATORY ASSISTANT

Job Number: 20000916

Job Code: 40030V151223

Job Group: 4000 - HEALTH SCIENCE AND LABORATORY

Job Established: 06/16/1982

Job Revised: 12/23/2015

Grade: 07 Salary (MIN - MID):

\$9,277-\$12,289 - Hourly

\$1,507.52-\$1,996.98 - 37.5 Hr. Monthly Salary

\$1,608.02-\$2,130.10 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

### PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

**CHARACTERISTICS OF THE JOB:** *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Performs various well defined scientific laboratory procedures; and performs other duties as required.

### MINIMUM REQUIREMENTS:

#### **EDUCATION:**

NONE

#### **EXPERIENCE:**

Must have two years of experience in assisting in or performing scientific laboratory tests.

#### **Substitute EDUCATION for EXPERIENCE:**

Formal education and/or training in post high school courses involving scientific laboratory procedures will substitute for the required experience on a year-for-year basis.

#### **Substitute EXPERIENCE for EDUCATION:**

NONE

#### **SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):**

NONE

**EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION:** *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Participates in general laboratory techniques such as staining of micro organisms, transferring cultures, preparing chemicals and preparing specimens for examination. Prepares special glassware, media and solutions. Assists in making routine laboratory examinations of milk and water. Prepares and sterilizes all equipment. Prepares dilution water for checking milk samples bacteriologically. Prepares media, stains, and reagents. Receives and classifies blood samples. Evaluates and weighs air sample filters. Performs calculations of pollutant concentrations. Coordinates and maintains records of field samples.

**UNIQUE PHYSICAL REQUIREMENTS:**

**TYPICAL WORKING CONDITIONS:** *Incumbents in the job will typically perform their job duties under these conditions.*

Work is generally performed in a laboratory setting. Incumbent will be exposed to laboratory conditions and supplies, as well as laboratory samples and specimens.

**ADDITIONAL REQUIREMENTS:**

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

*THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.*